

Attachment F

**Denali Commission Quarterly  
Project Narrative and Funds Disbursement Request**

Project Name: TLP 8-Plex –Denali Commission Funds

Agency: Juneau Youth Services, Inc. Reporting Period: 08/18/08 to 09/30/08  
FINAL

Grant #: 65C-06-402 Amount of Funds Requested \$ 79,460.00

1. What is the status of the project; include portions completed?

Project is complete as funded by grants. Some small refinements remain to be accomplished which will be funded by JYS.

2. Is the project on schedule; if not, how will this be dealt with?

The project was completed on schedule as amended.

3. Is the project on budget; if not, how will this be dealt with?

The project is on budget as amended.

4. Other comments/problems and solutions:

Total Reported Expenses	\$ 794,600.00
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Total To-Date Payments Received	<u>\$ 715,140.00</u>
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Total Payment Requests Due	<u>\$ 79,460.00</u>
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Total Project Incurred Costs incurred at 10-31-08:	\$ 1,719,132.58
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% of Total Reported Expenses Requested to Total Project Costs:	46.22%
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**Denali Commission  
Quarterly Project Financial Report**

**Project Name:** TLP 8-Plex

**Agency:** Juneau Youth Services      **Reporting Period:** 08/18/08 to 09/30/08  
FINAL

**Grant #:** 65C-06-402

**Please include the following information:**  
*(Use additional pages as necessary)*

**Budget Information:**

1. The total project budget—Denali Commission and other funds combined - **\$1,737,390**
2. The total project expenditures as of the end of the most recent month-end (10-31-08—contains \$36,913.47 of pre/post-award costs) - **\$1,719,132.58**
3. The total amount of Denali Commission funds committed to the project - **\$794,600**
4. The total expenditure of Denali Commission funds for the project as of the end of this reporting period - **\$794,600**
5. The percentage of Denali Commission expenditures to the total budget - **45.74%**
6. Project Performance Analysis (use PPA form on page2 of 641)

**Project Schedule:**

Show the project schedule with milestone dates for design and construction.

See attached

**Denali Commission**  
**Quarterly Project Financial Report**  
**Project Performance Analysis (PPA) Form**

Project Name: TLP 8-PlexAgency: Juneau Youth Services Reporting Period: 08/18/06 to 09/30/08  
**FINAL**Grant #: 65C-06-402**NOTE: Include Denali Commission Grant Funds Only on this form.**

Line Items:	Approved Budget:	Actual Cost to Date:	Scheduled Completion Date:	Actual Work Performed:
Building Construction	\$693,422	\$699,410.42	Sept 2008	Completed—Certificate of Occupancy for main apartments granted 04-16-08. Certificate of Occupancy for addition granted 09-02-08.
Site Development (Including Landscaping)	\$ 78,000	\$78,000.00	June 2008	Completed—last land preparation for addition finished in June 2008.
Program Furniture & Equipment	\$ 23,178	\$17,189.58	Nov 2007	Completed--Furnishing Apartments occurred in November as we obtained our provisional Certificate of Occupancy in early December 2007. Furnishing of Addition will be borne by JYS.
<b>Totals:</b>	\$794,600	\$794,600.00		

  
 Signature: \_\_\_\_\_

11-7-08  
 Date: \_\_\_\_\_

Carmen Harris, Grants Accountant  
 Print Name and Title: \_\_\_\_\_

Form 641B



# STATE OF ALASKA

## DEPT. OF HEALTH AND SOCIAL SERVICES

### OFFICE OF THE COMMISSIONER FINANCE AND MANAGEMENT SERVICES

September 26, 2008

SARAH PALIN, GOVERNOR

PO Box 110650

Juneau AK 99811-0650

Phone: (907) 465-3082

Fax: (907) 465-2499

Juneau Youth Services  
Attention: Walter Majoros, Executive Director  
P. O. Box 32839  
Juneau AK 99803

Re: Grant 65C-06-402 Denali Commission

Dear Mr. Majoros:

The Department of Health and Social Services has been notified by the Denali Commission a breakdown of the total Project Expenditure Summary will be required of all Denali Commission grant award recipients for project close out. This information is required by the Federal Office of Management and Budget.

The **project** total of \$1,737,390.00, including the \$794,600.00 award for the construction of a transitional living facility in Juneau, must be broken down utilizing the matrix below. Please forward this information directly to me as soon as possible.

**As of October 31, 2008 (contains \$36,913.47 pre- & post award costs & \$18,257.42 yet to be expended in the completion of the project by Juneau Youth Services)**

Building Construction:	\$1,236,462.29
Site Development (contains \$7,189 in post-award expenses):	\$ 240,754.00
Equipment (contains \$2,834.07 in post-award expenses):	\$ 40,047.30
Other (Constr. Insurance, Licenses & Permits, Etc.-\$3,962 pre/post):	\$ 31,064.31
Planning and Design (contains \$15,481.50 in pre-award expenses):	\$ 68,963.75
Project Administration/Overhead (contains \$7,446.90 in pre-award):	\$ 31,840.93
Land:	\$ 70,000.00
JYS Fund committed, not yet expended	\$ 18,257.42
Total Expenditures for this award:	\$1,737,390.00

NOTES: No expenses were charged to this project identifiable solely as Freight, Labor or Materials. Funds not yet expended will be used for such items as additional security and safety equipment, landscaping and tree removal and other capital items as deemed necessary.

We understand this information may not be readily available and may take some time to compile; however, it is a federal requirement and we must all comply. If you have any questions, please contact me at 465-1873.

Sincerely,

Christina Briscoe  
Accountant II/Acting Grant Administrator

**Juneau Youth Services  
Close-out Report Narrative for  
Black Bear Transitional Living 8-Plex  
November 2008  
Denali Commission  
Grant #65C-06-402**

**Background:**

Juneau Youth Services has been providing transitional living services since the mid-90s. However, we relied heavily upon scattered-site apartments and contracts with other service providers in Juneau, who often didn't have spare apartments for homeless youth or who worried about the liability of housing behaviorally-challenged young adults. The Juneau Homeless Coalition published *A Roof Over Every Head In Juneau*, which listed affordable housing for transition-age youth as a primary focus. The document recommended at least 50 additional transitional beds for young adults to be constructed.

The Black Bear Transitional Living 8-Plex was planned in 2004 and received initial funding from the Alaska Housing Finance Corporation a year later. The Denali Commission followed suite to help JYS face the documented need for additional services to help keep Alaskan youth in need of behavioral health services in Alaska, instead of sending them to the lower 48 for behavioral health treatment services. As a Bring the Kids Home project, the Black Bear 8-Plex focuses its efforts on those youth who are homeless or at risk of becoming homeless.

**Activities:**

The primary project activity under this grant was to construct a safe, comfortable, modern, affordable housing facility on our Montana Creek property for young adults. We accomplished this and opened our doors in December 2007. That said, the final 20% of the construction took nearly an additional year to complete. We had not planned well for a "common space" for the clients and staff to meet, so we designed an extension to the facility, which includes a kitchen and meeting area. This extension was finished in September 2008. Although, overall, the construction process was a success, it did run into a number of setbacks. Near the completion of the main facility, a nearby tree fell on the facility (see photos). We have since cut back the closest trees. Over the summer of 2008, due to a series of personal circumstances, construction of the extension was delayed. The communication wiring was overlooked in the early stages of building and wasn't completed until October 2008. And the final guard rails were also not completed until October to allow access of heavy equipment on the common-area extension. Those items which occurred after August 30, 2008 were funded totally by JYS and not included in the total project cost as the grant funds had all been fully expended by that point and end dates for the grant funding had passed.

**Cost Containment:**

Juneau Youth Services has followed all of our own purchasing policies, which mirror the State's, in the construction of the Black bear Transitional Living 8-Plex. The project was bid out, and Triplette Construction came in as the low bid at \$1.3 million. The original bid did not include all



of the road improvements for the project. HMS estimators estimated the entire project would run \$1.53 million. In most ways, the facility is everything and more than we had expected.

#### **Unit Cost Analysis**

Square feet of facility	Total cost of facility	Cost per square foot
5,162	\$1,677,613.11	\$325

The “total cost of facility” includes all costs, including the 360 square foot common area and paving, etc.

#### **Project Outcomes:**

As a Bring the Kids Home project, The Black bear Transitional Living 8-Plex has been running at over 80% utilization. We have had some staffing issues with the live-in residential case manager, but the other positions linked to the program have been stable. The facility itself is strong, comfortable, and has—for the most part (fallen trees aside)—withstood one of Juneau’s worst winters.

The Black Bear Transitional Living project has helped over 20 of Alaska’s kids since December 2007, and stakeholder surveys point to high satisfaction with the program from the kids and parents.

#### **Problems Encountered:**

Please see above for more information on delays and the need for a common space for staff and clients.

#### **Conclusions and Recommendations:**

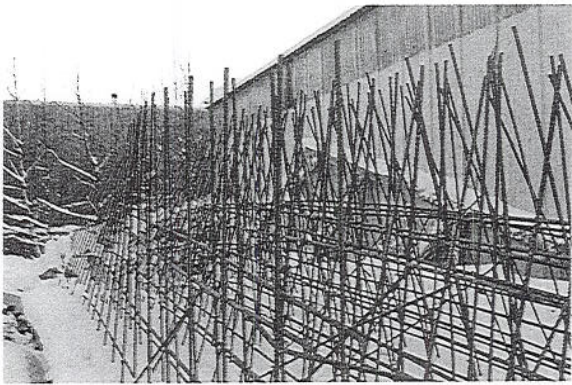
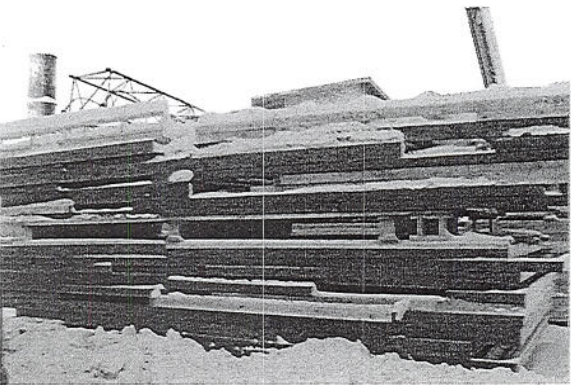
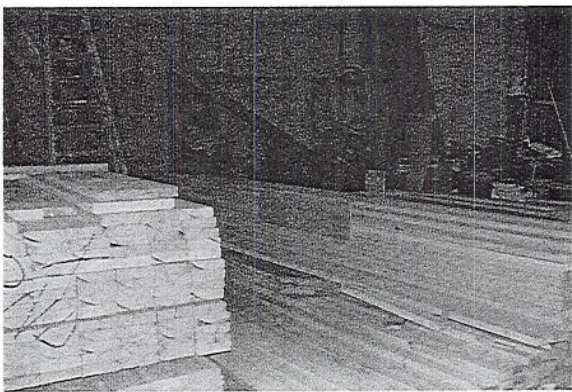
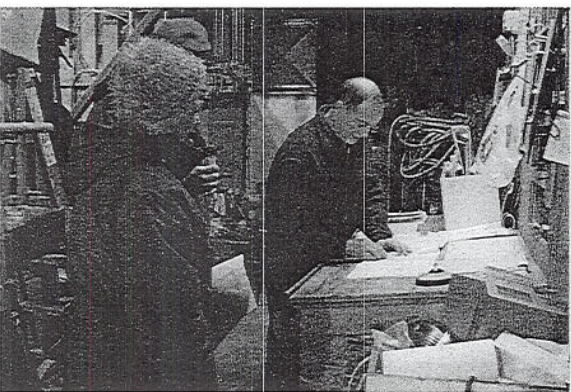
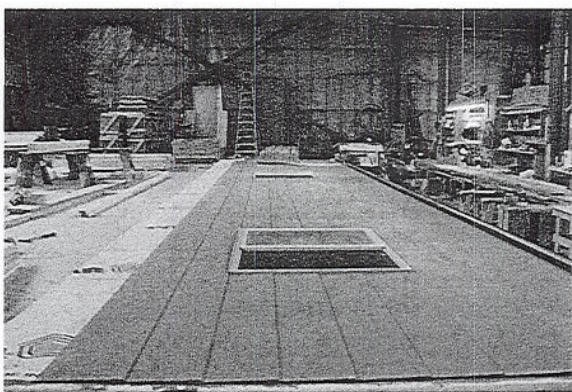
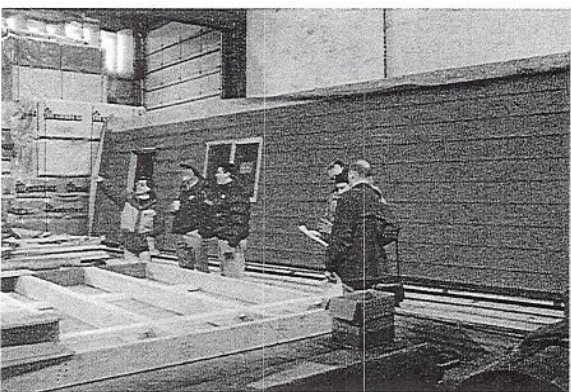
I believe that our experience building the Montana Creek Residential Program helped us to improve our design of the Black Bear 8-Plex, as well as keep the project closer to the original schedule for completion. Some of the initial mistakes in the construction of Montana Creek, were learning experiences for us. Black Bear has none of the sprinkler system and storage issues that initially plagued Montana Creek.

However, we did overlook the need for a common area, a neutral space, for staff and residents. We resolved this shortcoming in the initial designs quickly, and we were able to open the apartments even before the facility itself was 100% complete. Best of all, this construction project did not feel as drawn out as the larger, more complex Montana Creek Residential Program.

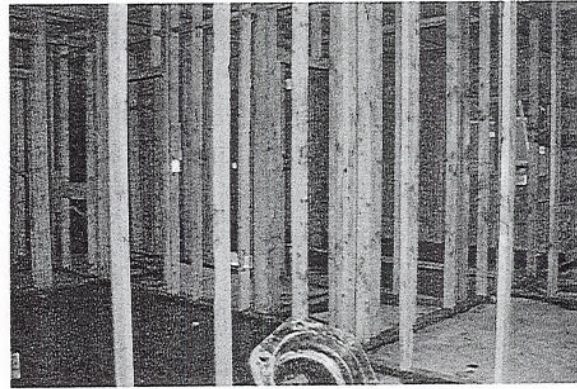
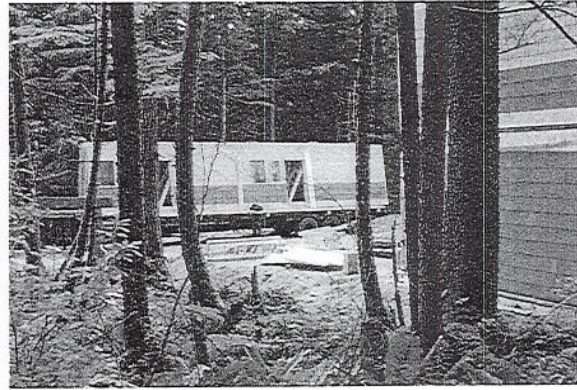
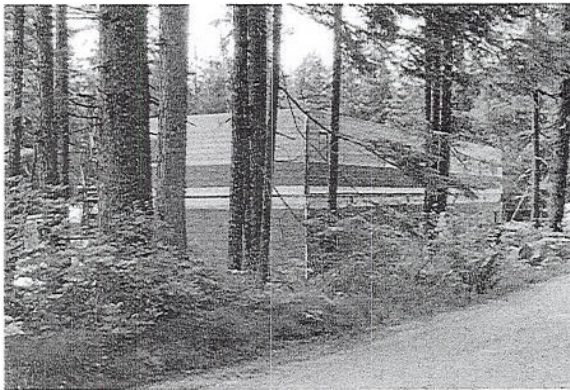
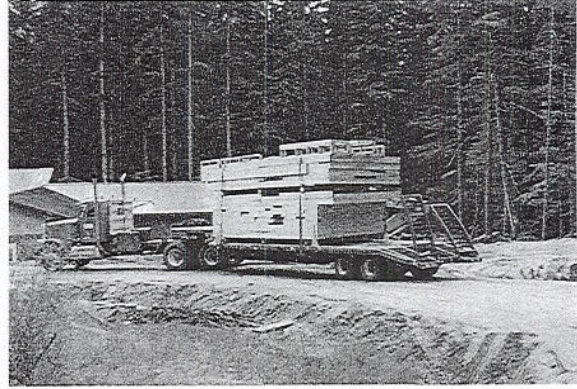
We would recommend to another agency considering a similar capital project to work with the Denali Commission, AHFC, the Alaska Mental Health Trust Authority, DHSS, and others. The Black Bear Transitional Living 8-Plex looks great, passed all of its permitting requirements with flying colors, and fills an important need in Southeast Alaska. Without you, the facility would not have been possible, and we are continuing to tie the Montana Creek Campus together beautifully. Juneau Youth Services has seen remarkable growth in the past five or six years, and we’ve been better able to help youth with—as a whole—higher needs than we have ever seen. This program is working with one of our most difficult populations, but it delivers much needed

housing opportunities, as well life-skills training, assistance with education, jobs, and positive socialization. These youth need these services, and the Denali Commission and the other funders deserve our thanks.

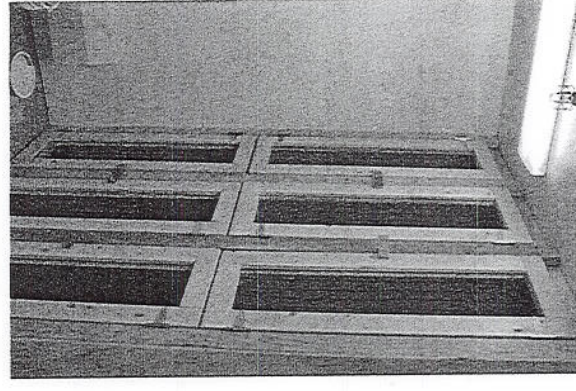
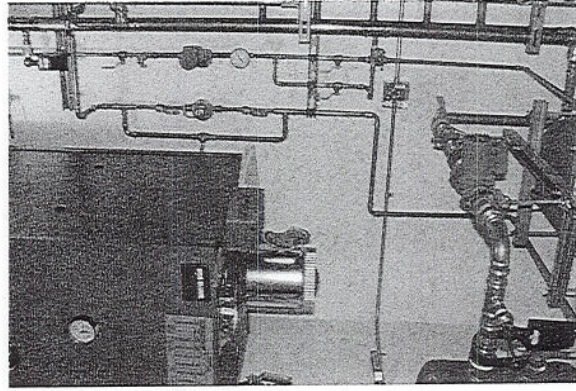
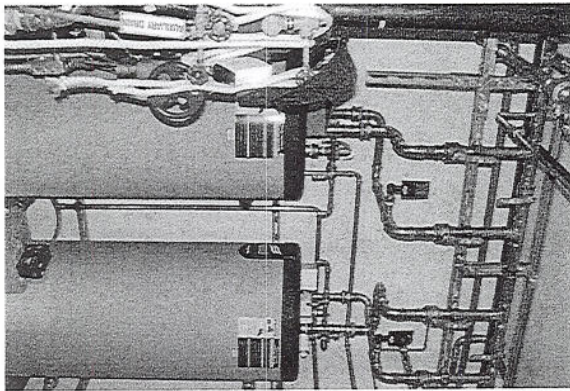
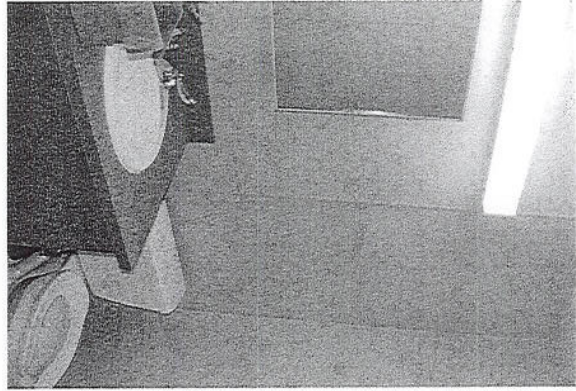
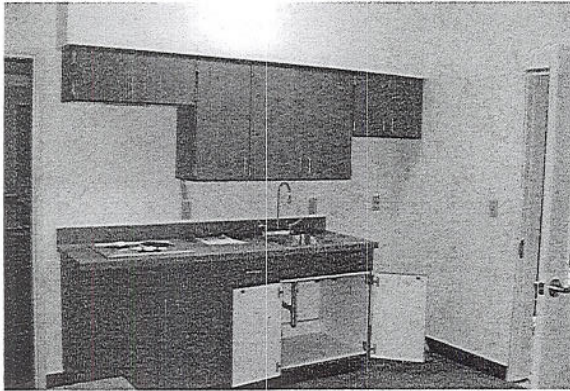
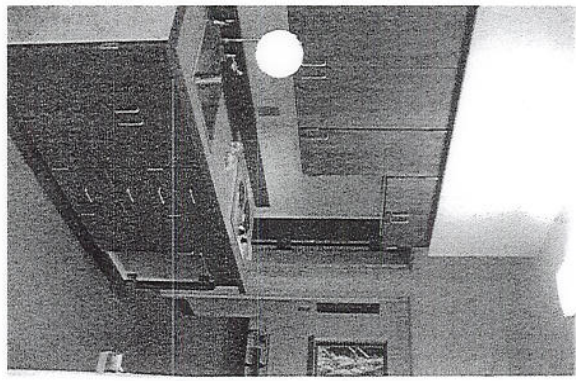
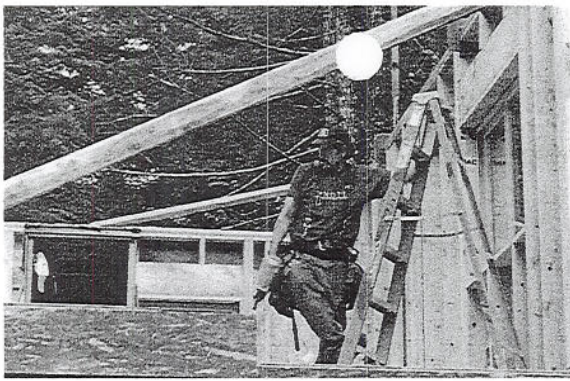




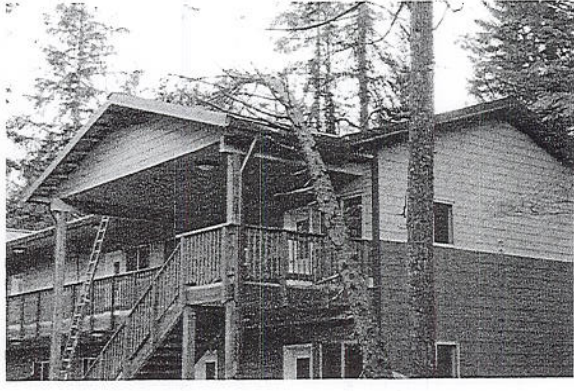
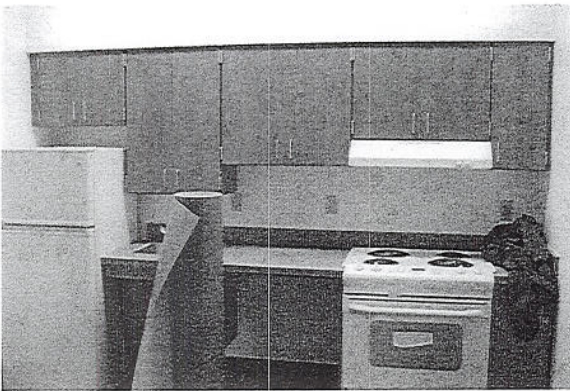
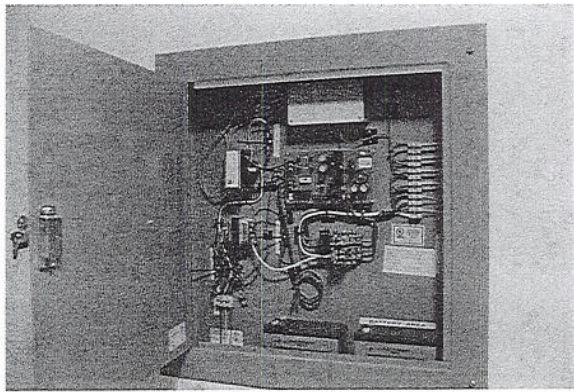
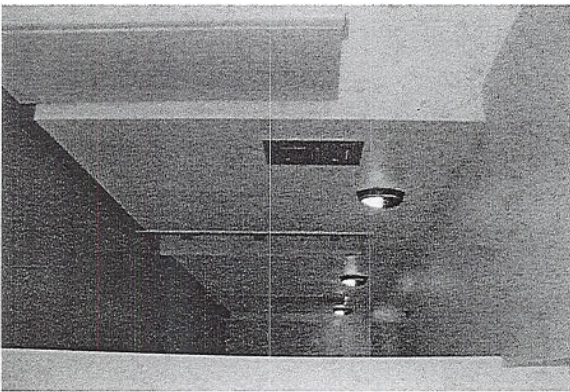
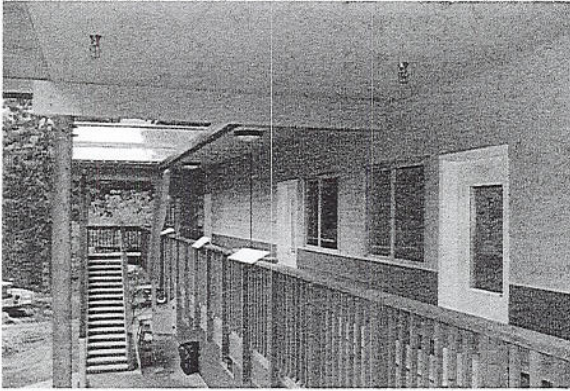
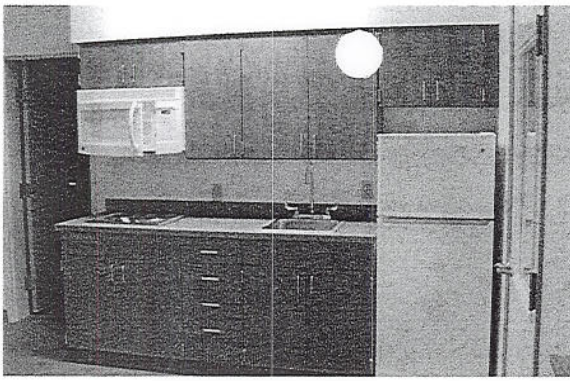




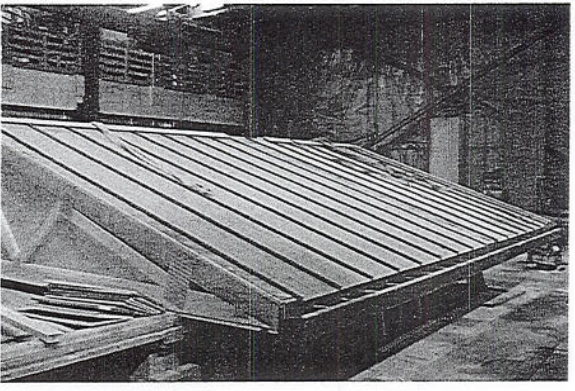
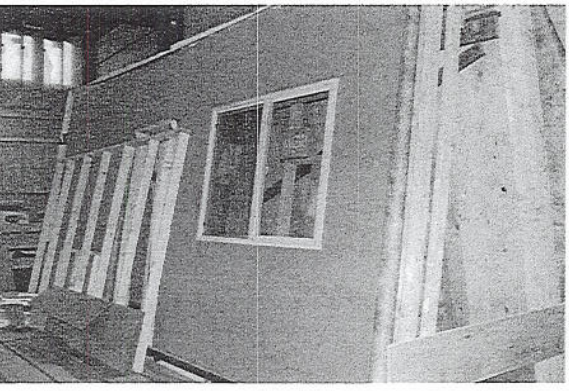
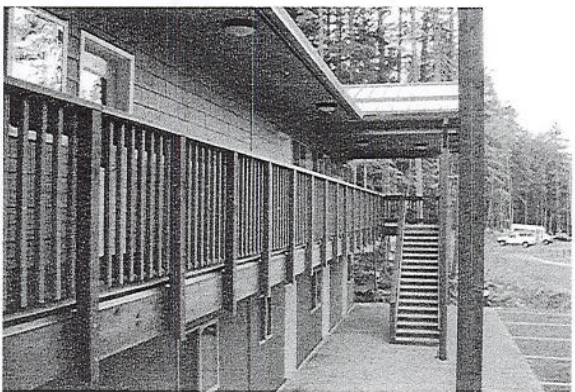
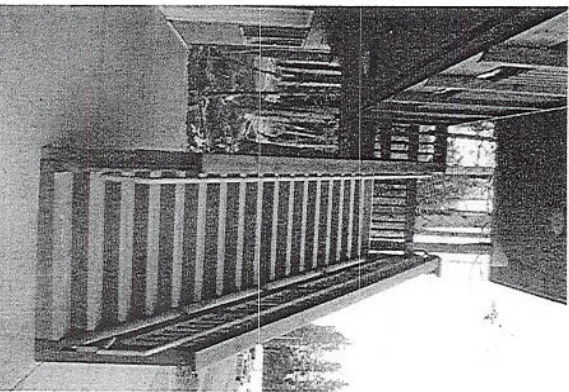
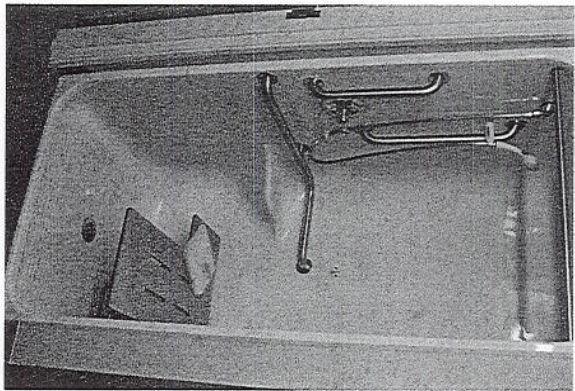




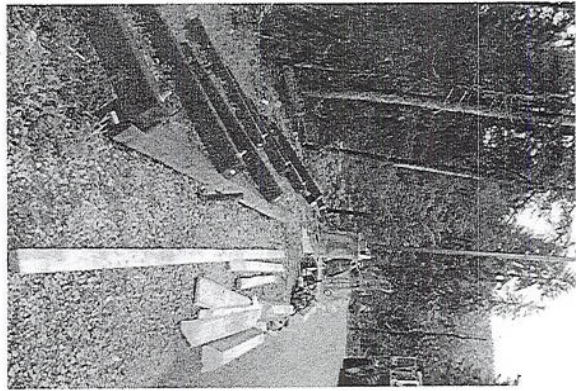
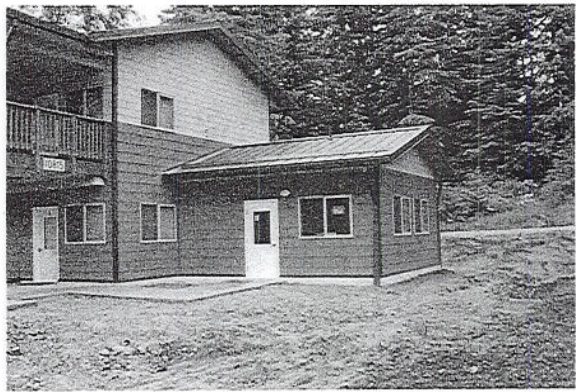
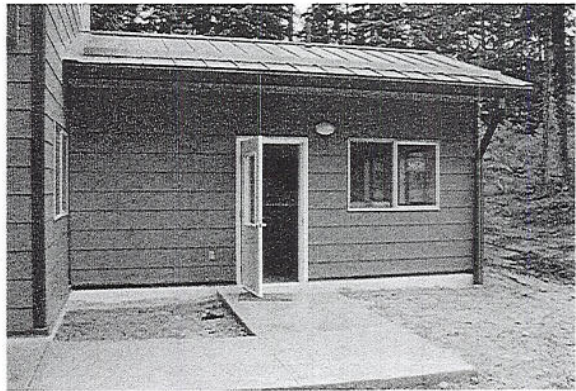
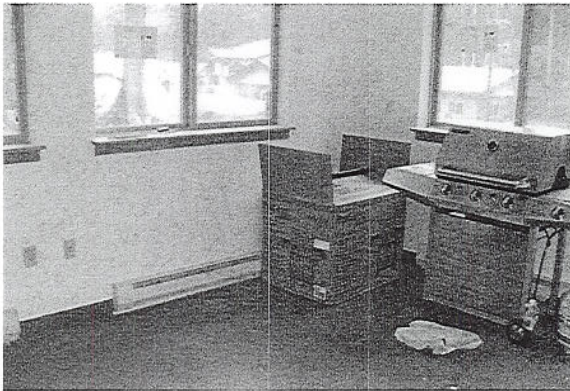
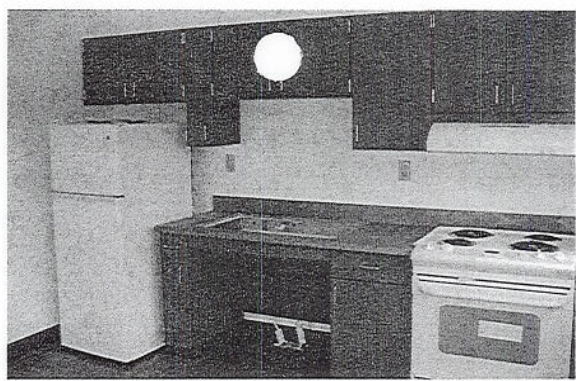
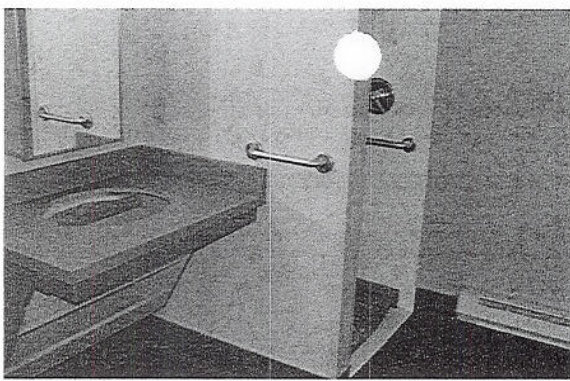














CERTIFICATE OF APPRECIATION

# To The Denali Commission



For Its Contribution In The  
Construction Of The Black Bear  
Transitional Living 8-Plex Facility

**Juneau Youth Services**

Signature	<i>Walter Major</i>	Date	<i>11/12/08</i>
Signature	<i>Laura M. Mally</i>	Date	<i>11/12/08</i>



# Certificate of Occupancy

## City & Borough of Juneau, Alaska

*This Certificate is issued pursuant to the requirements of CBJ Title 19.01 certifying that at the time of issuance, this structure was in compliance with the various ordinances of the City & Borough of Juneau regulating building construction or use for the following project:*

### JYS TRANSITIONAL HOUSING - New two story, eight unit transitional housing building.

Use Classification:	BUILDING INCLUDING 3+ UNIT RESIDENTIAL	Building Permit No.	BLD2006-00610
Occupancy Group:	R-2	Construction Type:	VB
Owner of Building:	JUNEAU YOUTH SERVICES INC	Owner's Address:	PO BOX 032839
Building Address:	10815 BLACK BEAR RD		JUNEAU AK 99803
Code Edition:	2003 IBC	Sprinklers: Required	No
Legal Description of Building Lot:		Provided	Yes
	USS 2551	Building Official:	Debra J. Purves, CBO
Parcel No:	4-B26-0-102-004-0		<i>Debra J. Purves</i>
		Date of Issuance:	April 16, 2008

*Post this Certificate in a conspicuous place for the duration of the stated occupancy.*



# Certificate of Occupancy

## City & Borough of Juneau, Alaska

*This Certificate is issued pursuant to the requirements of CBJ Title 19.01 certifying that at the time of issuance, this structure was in compliance with the various ordinances of the City & Borough of Juneau regulating building construction or use for the following project:*

### JYS TRANSITIONAL HOUSING ADDIT - Construct an addition of an activity office with bathroom.

Use Classification: BUILDING INCLUDING 3+ UNIT RESIDENTIAL

Building Permit No. BLD2008-00012

Occupancy Group: B\*

Construction Type: VB

Owner of Building: JUNEAU YOUTH SERVICES INC

Owner's Address:

Building Address: 10815 BLACK BEAR RD

PO BOX 032839

Building Address: 10815 BLACK BEAR RD

JUNEAU AK 99803

Code Edition: 2003 IBC

Sprinklers: Required Yes Provided Yes

Occupant Load: N/A

Legal Description of Building Lot:

Building Official: Debra J. Purves, CBO

USS 2551

*Debra J. Purves*  
Signature

Parcel No: 4-B26-0-102-004-0

Date of Issuance: September 2, 2008

*Post this Certificate in a conspicuous place for the duration of the stated occupancy.*